Robbie Stewart

5 Riverside Drive

Childersburg, Al 35044

(256) 378-3047

March 31, 2011

McDonald’s

701 W. Fort Williams St.

Sylacauga, Al 35150

To Whom It May Concern:

Mrs. Stewart, my Business Education teacher, suggested I contact you about your summer job opening. Please consider me for this position.

I am sending my resume so you can see my skills and experience. I have learned to work well with others, stay on task, and follow instructions. I am responsible, resourceful, and respectful. I think I would make a valuable employee for you.

I would be happy to meet with you for an interview at your convenience. My phone number is (256) 378-3047. Thank you for your consideration. I look forward to meeting with you.

Sincerely,

Robbie Stewart